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security of the Office of Special Operations and shall insure conformity with over-all security policies of the Director of Central Intelligence with particular attention to the Director's policy that all staff personnel who are assigned to duty in Washington [ ]

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[ ] have a security investigation by the Federal Bureau of Investigation.

- b. Shall, in coordination with the Personnel Division, review Personal History Statements of applicants for staff positions prior to the forwarding of Personal History Statements to the Investigations Branch, Executive for I & S for security investigation by the FBI.

- c. Shall receive final reports of security investigations of CSO staff from the Investigations Branch, Executive for I & S, and considering the special requirements of OSO, make final recommendation to the Assistant Director for Special Operations with respect to employment. Shall return such final reports to the Investigations Branch, indicating action of the Assistant Director for Special Operations.

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- d. Shall be responsible for the investigation and evaluation of the integrity and loyalty of all OSO personnel on a continuing basis.

- e. Shall be responsible for the investigation of all covert personnel being considered for employment by the Office of Special Operations. For the purposes of security investigation only, all personnel serving overseas will be considered as covert personnel. Overseas personnel who may

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later return to Washington for assignment to a staff position

25X1 [ ] will at that time have a security investigation by the Federal Bureau of Investigation. In rare instances it may be necessary to employ covert personnel in

25X1 [ ]; however, the personal approval of the Assistant Director for Special Operations will be obtained in each case for any exceptions to the Director's policy as outlined in subparagraph a, above.

f. Shall be responsible for operational investigations which may be necessary <sup>in</sup> ~~in~~ support of counterespionage activities.

g. Shall by appropriate inspections insure the security of personnel and the physical security of all [ ] overseas installations, property, and records of the Office of Special Operations under the general security policies prescribed by the Director of Central Intelligence and the Assistant Director for Special Operations.

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h. Shall maintain a field investigative staff sufficient to carry out the responsibilities set forth in subparagraphs d, e, f, and g above, to the continuing approval of the Assistant Director for Special Operations.

i. Shall report to the Assistant Director for Special Operations security violations and recommend appropriate disciplinary or corrective measures.

j. Shall be responsible for the maintenance of Security files on all active personnel of the categories mentioned in subparagraph e, above. Shall be responsible for

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recommendations to the Assistant Director for Special Operations for approval of personnel who are to be employed by the Executive for I & S in the [ ] of I & S.

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- new*
- Shall be further responsible for informing the Executive for I & S as to any special requirements of OSO in the
- k security of files and in the operation of SIG Security Files.
  - k. Shall interview and indoctrinate new employees, overseas returnees, couriers, overseas departees, and all personnel in the process of terminating employment with Special Operations regarding security requirements and related matters.
  - l. Shall consult with and be consulted by the various components of the Office of Special Operations on security aspects of all activities and personnel.
  - m. Shall coordinate all overseas inspections with the Executive Officer, Office of Special Operations.
  - n. Shall review all contemplated transfers of personnel from Special Operations to other units of the Central Intelligence Group, from other units of the Central Intelligence Group to Special Operations, from one theater to another, and between components of the Office of Special Operations and give security clearance prior to implementation of such transfers.
  - o. Will inform Liaison Control of current liaison with other offices of SIG and with agencies or individuals outside SIG, and of any new liaison established in the future.

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- p. When directed by the Assistant Director for Special Operations, perform certain services for the remainder of CIG.

/s/ Donald H. Galloway

DONALD H. GALLOWAY  
Assistant Director  
Special Operations

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